

United Church of Cape Vincent

2022-2023 Church/Charge Conference and Annual Forms

#1



Upper New York Annual Conference

2022-2023 Church/Charge Conference and Annual Forms

2023 Annual Report Form Checklist – print and use this checklist as a record of forms completed.

To download forms, click the name of the form. If you are having trouble opening the forms, click here <http://get.adobe.com/reader> to download or upgrade Adobe Reader on your system. (Be sure to uncheck the optional offers in the center panel.)

This site works best with the Firefox web browser. We suggest you use Firefox when working with and downloading forms. You can download Firefox from [here](#)

Due Two (2) Weeks Prior to Church/Charge Conference (Email or snail mail to District Office) *

- 1. Disciple-Making Pathway
- 2. Church Outreach & Volunteers In Mission
- 3. Report of Pastors *pastor Christiane thru 4/30/2022 & pastor Dave beginning 7/1/2022*
- 4. Imagine No Racism (complete online at <https://bit.ly/INRform>) *done*
- 5. 2023 Clergy Compensation Form (requires Microsoft Excel 2003 or later)
 - 5a. Clergy Housing Exclusion Resolution
 - 5b. ARP Resolution (Accountable Reimbursement Plan) Only New Appointment/Change of Appointment
 - 5c. 2023 Retired Serving Clergy/Lay Supply Compensation Form with excel worksheet
- NOTE: *Click here for information related to compensation worksheet and resolutions above.*
- 6. Trustee Election Ballot (for use at Charge Conference) *in folder*
- 7. Local Church Leadership Interface & Nominations/Personnel (your own) *print in landscape layout interface sheet - yes. nominations ballot - no*
- 8. Safe Sanctuary Compliance Report
- 9. Accessibility Audit (due in the odd calendar year)

FORMS If Applicable:

- 10. Declaration of Candidacy for Licensed/Ordained Ministry
- 11. Certified Lay Ministers
- 12. Certified Lay Servant (2)
- 13. Lay Speaker
- 14. Bequest Resolution (if applicable) *5/2/2022 Special Chg. Conf - submitted already.*
- 15. Retired Clergy in the church (if applicable) ¶ 357.5
- 16. Parsonage Inspection & Committee *attached - PPRC in letter of a parsonage committee*

Due at Church/Charge Conference (Send to District Office)

- 17. Church/Charge Conference Minutes (with any attachments)
- 18. Church/Charge Conference Sign-In Sheet (print in Landscape layout)

Due by November 1, 2022 (Complete online, save, print and mail a signed copy to District Office) *

- 19. Pastor's Appointment Advisory Form (requires Pastor login)
- 20. S/PPRC Appointment Advisory Form (requires Church login) *Result submitted as required*
- 21. Pastor - S/PPRC Covenant Form (requires Church login) *submitted as required*

over

Due by December 1, 2022 (Do not mail printed copy – just update or complete and save online) *

- ✓ 22. Church Profile (requires Church login) *Submitted as required*
- 23. Pastor's Profile (requires Pastor login)

Due by February 15, 2023 (Mail completed & signed copy of each to the District Office) *

- 24. Report of Trustees
- 25. Report of Finance Committee
 - 25a. 2022 Year End Financial Report (your format)
 - 25b. 2023 Church Budget (your format)
- 26. 2022 Statistical Report (complete online at <http://ezra.gcfa.org>) **

Due by March 15, 2023 (Mail completed copy of each to District Office) *

- 27. 2022 Local Church Annual Audit *submitted at: ✿*

NOTES

* For help logging into uny.umcprofile.org or ezra.gcfa.org please contact your District Office

"Do You Have a Disciple Making Pathway/Process/Plan?"

Name of District Northern Flow

Church or NFC Name United Church of Cape Vincent Date of Report _____

Name of Person Filling Out Report Linda S. Rowe

Your church has been challenged, along with every other congregation, to focus on this main thing in the coming year. For information on this vision and on related definitions and expectations, please check the UNY Conference Website. For now, we are seeking to understand our current reality, and establish a baseline from which we can ALL grow. Please answer the following simple question honestly, and the follow-up questions:

Does your church already have a simple, clear disciple-making plan/pathway that is in use?

- YES. We have a plan and are working to fully implement and improve it.
- NO. We have a plan approved by leaders but have not started implementing yet.
- NO. We have been working on it, but currently have no finalized plan.
- NO. We have not even started working on it, but intend to.
- NO. We are not even sure what a "disciple making process" is.
- NO. We have no intentions of working on this.

If YES, please attach documentation that describes this plan. And, use this space to answer these questions:

- a. What % of the people who are active in your congregation understand and can articulate this plan, and even describe it to a newcomer in 1-2 minutes? _____%
- b. What % of the activities in your church are fully aligned with this plan? Or, to put it differently, what % of the things you do together as a church are helping people to grow in their discipleship, following the guidelines of your pathway? _____%. Our goal is 100%!
- c. What are the next 1-2 steps you intend to take to make your plan even more fruitful, and your church activities even better aligned with your disciple-making plan?
- d. What do you need from your District Leadership Team to help you with these steps?
- e. True or False: Our church would be willing to help other churches to create a plan! T F

If NO, please attach a separate sheet to describe more specifically where you are in the process toward developing a clear, simple disciple-making plan for your church:

See attached 2-page document approved at August 2022 Admin. Council Meeting.

What is the primary impediment to your church making more progress on this goal?

What do you need from your District Leadership Team to help you with these steps?

Church Proposal for a New Vision August 2022
By Admin. Chair, Amy Pond

Our church is no longer a member of The Lake and River Parish. We are now the United Church of Cape Vincent. We have changed the name of our website, Facebook page, and email. Now it is time to update our Vision statement. Our mission statement remains the same, "To make disciples of Jesus Christ for the transformation of the world." However our old vision statement was, "In answer to God's call, the purpose of the Lake and River Parish of the United Methodist Church is to share God's love, through the saving grace of Jesus Christ. We welcome you to share in our worship of the living God."

I would like to address the question of "How". Perry encouraged me to investigate the process of developing a Simple Church. Those of us serving on several committees are very weary of the complexity and ineffectiveness of our current process. Our small group meetings expressed the desire of our congregation to reach the community and make a difference. Again the question arose, How? Again, we started talking about transforming into a Simple Church. Looking at focusing on Clarity, Movement, Alignment, and Focus.

Under Clarity: I would like our new Vision statement to focus on: attending worship, becoming active in a small group, being involved in at least one ministry through the church every year, and giving faithfully to the church. With this process in mind, I propose our new Vision statement to become, "Gather. Connect. ~~Go~~ Give."

Embrace,

*Amended during Admin. Council Meeting,
JSR*

Under Movement: This vision would require 4 people to direct each part of the discipleship process. The Pastor would direct us into the importance of gathering at a worship service. Someone would lead people into small groups, someone would lead ministries, encouraging everyone to be involved in at least one ministry each year. Someone would be director of stewardship focused on faithful giving. These leaders would move the members to areas of discipleship. The focus of movement will be from corporate worship - to small groups - to ministry involvement - to faithful giving. This puts our vision into action. "Gather. Connect. Go. Give."

Measurement is critical in keeping the movement going. Each leader would keep track of statistics to report to the congregation each month. We already report on attendance and giving. "Gather" and "Give". We would start to include small group and community mission information to focus on our vision of "Connect" and "Go"

Under Alignment: Every leader of christian education, worship, outreach, and other committees should keep their focus on the vision of "Gather. Connect. Go. Give." when they plan events and activities. When everyone is going in the same direction the process is invigorating instead of exhausting. Every ministry, program, and activity has a purpose that aligns perfectly with at least one component of the vision statement.

Under Focus: This process involves the difficult commitment of removing events and activities that are no longer effective. First you must align what you want to do before you eliminate any existing ministries, programs, and activities.

After reading research from interviews from churches who had to close their doors, there were several issues but 2 issues repeated in every church interviewed. 1 was that the churches had drifted into personal preference rather than outward focus and 2 was that they resisted any kind

Attachment to Form 1

of change. They chose to continue their old ways, they chose to die. The number of churches closing in a post-Covid world has doubled in under 2 years. The number of churches self-identified by their pastors as needing revitalization is now slightly over 90 percent.

Looking at our mission: To make disciples of Jesus Christ for the transformation of the world.
Include it in our vision: Gather. Connect. Go. Give.

Action Steps:

Gather - print "invite cards" and "prayer request cards" for a mass mailing, to hand out, to post on Facebook, to distribute at community events

Connect - Create a Community Group. This group would meet somewhere outside of the church walls once a month, inviting people in the community to join in a fun activity.

Go - Create a pray and go ministry.

Walking around the community in a prayer walk with a candle on special days for prayer such as Sep 11.

Once a month, leaving door hangers with a message of love and asking for prayer requests or how the church can serve them in any way and giving contact information.

Give - Money reflects the priorities of our heart, our budget reflects the priorities of the church. Financial reports should show clear and tangible ministry efforts to those in our community.

The vision is to gather once a week for worship, connect with a small group created to fulfill a goal out in the community, create a budget to fulfill that need, and have leaders report on how the goal was achieved in numbers showing how many participated in the small group, how many people were reached, and the funding amounts raised and distributed.

We are coming out of the wilderness. But, if we listen carefully to the voice of God, and if we are obedient to His commands, a promised land awaits us.

I look forward to your feedback about the proposal for a New Vision.

Prayerfully Yours,

Amy Pond

Admin. Council Chair

Attachment to Form 1

Upper New York Annual Conference

Our mission is to live the gospel of Jesus Christ and to be God's love with our neighbors in all places

Outreach and Volunteers in Mission Report

(Due two weeks prior to Charge/Church Conference)

Church Name: United Methodist Church of Cape Vincent Date 10/20/2022

Pastor: Rev. David West

Primary Volunteer in Mission or Mission/Outreach Contact for the congregation:

Name: Patricia McMahon Regan ^{Chair} Phone: 315 955 2616

Address: PO Box 705
Cape Vincent NY 13618

Email Address: pmr1reg@gmail.com

^H OUTREACH Group - Reaches out to entire Community all Churches, schools and Community events when Name any additional outreach programs that your church would like to celebrate. in Need.

Our group has been active in reaching the whole Community in which we live. We send cards to people who are confined, with Birth days, ill, hospitals Anniversary, Holidays and all known events. We communicate in joining them and attending their events to serve and raise \$'s for the needs and survival of our town and Village. Needs including all Churches, all schools, and other organizations along with families of our Community who are in need. We pray weekly

*Please continue on separate piece of paper if more room is needed. For all in need That God will help us to find ways to follow that help to all in Need.

Revised 2022 pmg

This past year we have had some limits due to the ongoing pandemic. But we are busy now hoping to overcome the past couple years. One of the things we did was to hold 2 Potluck Picnic Gatherings for our members, community along with Guest and family to join in this Social gathering. It was well received and proved to be enjoyed by all.

In the future following Rules we will be expanding our in person home and shut-in visitations and seeking disciples outside of Church. Our last event was our Welcome to our new Pastor Dave (Rev. David West) holding an open house at Fellowship Hall - open hours from 2 PM - 4 PM for the community to meet him and enjoy some refreshments of Coffee Punch and finger food Appetizers and deserts. It was an enjoyable event

Patricia Legan
Chairperson

Northern Flow

Church Name:

United Methodist Church of Cape Vincent NY

Who are United Methodist Volunteers In Mission (UMVIM)?

UMVIM are clergy and laity serving locally, nationally or internationally in a ministry endorsed by the host United Methodist church, partner church or agency, or non-governmental organization. UMVIM serve with the poor, build churches, assist in disaster response and community health and nutrition programs and in leadership training.

Number of VIM teams organized or sponsored by your local church? _____

Number of people who participated in a VIM team? Adults NA Youth NA

Number of people from your church who participated in a team organized at another UMC, denomination, etc.?

Adults 35 Youth 8-10 Community Fundraisers

Known amount of money spent on or donated to the project \$ Unknown

How were the lives and faith of the volunteers impacted?

We enjoyed the social time together together and communicate rather than Business meetings

How was the life and faith of your congregation impacted? NA

What impact perceived or measurable did the experience(s) have on the recipients(s)?

A more relaxed time gave us time to get to know people in a different environment

Name of person completing this form:

Patricia McMahon Cogan
District Office sends copy to UNYAC Volunteers In Mission Coordinators: Chirpison

Kristina Clark
Kristinaclark@unyumc.org

Blessings on all who are a Christian presence to those who are served by these ministries for "The King will reply, 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.'" Matthew 25:40

Form # 3a - Pastor Christian's portion

**Pastor's Report & Lay Leadership Development Committee (UCCV)
5/25/2022**

The Work of God continues in our midst: Worship, preaching the word of God, the sacrament of the Holy Communion, prayers and other work have been on-going. Pastor Chris attended the Festival of Homiletics in Denver, Colorado. The theme was "After the Storm: Preaching and Trauma". Inspiring and powerful lectures and sermons were delivered. It was an amazing opportunity for learning, renewal and empowerment. Moreso, following that violent and fatal ordeal that took place in Buffalo, NY.

Pastoral care and counseling have been provided, through telephone calls, visitation, and several one-on-one meetings. Visitation will take place at Home Keep and Summit Village, and at home on Pentecost Sunday. We continue to pray and care for one another, just as Jesus taught us. May His name be glorified in all things!! Our Wednesday morning Prayer meeting continues, and so does our Lectionary Bible Study on Sunday mornings, except on first Sunday. We pray for all who join in and that more will join in and be strengthened in their faith and daily lives, through these spiritual disciplines.

I was saddened to hear of the sudden illness of our beloved Nancy Weydig and her subsequent passing, and of Pat's new bereavement. I have been praying for Pete and his family and have reached out to him without success. Rev. VanWie, I am aware, has been in communication with him. I uphold Pat in my prayers as well and all our folks in need. Your continued prayers for one another are of paramount importance.

As planned, our District Superintendent, Rev. Mike Weeden, presided over a Special Charge Conference on Zoom for the UCCV Church, on Monday, 2nd May at 5:00 pm. Christina Wahl Loew was unanimously approved as our Lay Leader and a monetary gift from our late beloved June Walker was received as a bequest. A big "thank you" to those who were able to attend. Heartiest congratulations to Christina!

Our Mothers' Day celebration went very well. Our faithful Julie Worden was celebrated as our "Mother of the Year". Several members of her family worshipped with us on that day, including niece, daughter, and grandchildren. our "Mother of the Year". On Fathers' Day, our Father of the Year will be announced and celebrated, based on the results of the nominations from the congregation. It is important that this information be a surprise to the honoree, even as we invite his relatives and friends to attend worship and celebrate with us. Thank you, Linda, and all who helped in the planning and execution of the Mothers' Day celebration. The celebration continued and lovely brunch in our fellowship hall was hosted.

Heartiest congratulations to Amy & Bill, and Heather on Heather's graduation!! May God continue to bless her in her new endeavors, and to Alex who continues to excel. We are indeed very proud! God be praised!

Today, I fly to Michigan to attend my son, Micah's wedding. During my absence, May 25-30, my Mentor and Retired Elder, Rev. Leon VanWie, cell phone 315-771-9142, will again provide pastoral coverage, except for tomorrow the 26th, when Rev. Mark Pierce, home phone 315-501-5021, will do so for us, and Pastor Rebekah Solar will preach on Sunday May 29.

There is still no date of moving just yet, but during the period, June 20-30, Rev. Laura Calos, email address rev.lauracalos@gmail.com, will provide pastoral coverage and Rev. Mark Pierce will preach for us on June 26.

pg 1 of 2

Pentecost Sunday will be celebrated on Family Sunday, June 5, with the sacrament of the Holy Communion. Rev. Mark Pierce will assist me with the sacrament on that day. Our Cradle Roll poster should be ready, but the Ward family will be unable to attend our worship service, as planned.

Our Lake and River Parish Homecoming Sunday on June 12 is fast approaching. We will start with an open-air Worship Service, followed by a picnic and fun. Let's invite our relatives, friends, from the Community (ies) to join us for a celebration. This will take place at the Recreational Center in Cape Vincent, starting at 10:00 am. I urge you to come by 9:30 am, in order to get situated, especially to place the food where it should be. Kindly contact Brian Coombs for any additional information concerning the logistics.

An unfortunate exchange of emails took place between the Organist Robin Booth and me. Some members were included in the emails. It's been a long haul of outbursts, the latter being incredibly embarrassing, to say the least. I will never cease to pray for our organists, our leaders, our ministries, our congregations, our communities as I always. And I thank you each and everyone who continue to uphold me and my family in prayer, grace, and love.

As I come to the end of my ministry, in your midst, I thank God for each of you and thank you for being a part of my journey and for allowing me to journey with you. I only see yet another manifestation of the Holy Spirit to have planned a healing service to the Church and the Community on June 19, as being my last Sunday. God's grace is sufficient for us all. Believe and allow yourselves to be used to God's glory!

I praise God for all that is past and trust God for all that is to come! Glory to God's name!

Schedule

26-30 May	Pastor on vacation
5 th June	Pentecost Sunday
12 th June	Lake and River Parish Homecoming, Recreational Park in Cape Vincent, No charge
19 th June	Healing Service and Pastor Chris' last Service

Pastoral Coverage:

May 25-30, except 26 Rev. Leon VanWic, cell phone 315-771-9142

May 26 Rev. Mark Pierce, home phone 315-501-5021

June 20-30 Rev. Laura Calos, email address rev.lauracalos@gmail.com

Preaching:

May 29: Pastor Rebekah Solar

June 26: Rev. Mark Pierce

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I came to serve the United Church of Cape Vincent United Methodist Church (UCCVUMC) on July 1st, 2022. Due to several issues, I was forced to be in a period of transition for two weeks living out of a hotel while the parsonage was being prepared for my occupancy.

Soon after my arrival the church community was facing significant levels of transition and trauma which will take time to assess and address. I realized there were no quick fix solutions to these issues so took my time to listen, explore and understand both the church community and all the communities in which the church was a part. I needed to make it clear I was not here to make a quick fix of those things which concerned the community, i.e., the music director and the issues associated with the previous pastor. I was here to listen and try to relate to each member of the community and assess the overall health of the church family. The question needing to be asked is where is Jesus in all this? And, to get a sense for what is the purpose of UCCVUMC and all communities in which it is a part. And, to discern how the people of the church claim and live out that purpose and identity. The problems at hand were clearly placing significant stress upon all within the community. There was evidence of significant personality clashes as well. Clashes which also would need to be dealt with for the church to heal fully. To do this, I did my best to continue to listen. I believe it is vital that

I do my best to stay as neutral as possible while striving to move forward for the best of the whole community.

My primary goal is to strive to assess the overall health of the community and find a viable prescription which would encourage meaningful healing. We as a whole church family need to ask questions about UCCVUMC's mission, purpose, and Christian witness in this community based upon this healing. Unlike the secular workplace we are a Christian Community and need to heal based upon Christian principles. The primary principle which needs to be followed is the ultimate Commandment described by Jesus Christ, our Lord and Savior, the Son of God. We need to 'Love the Lord your God with all your heart and with all your soul and with all your mind.' This is the first and greatest commandment. And the second is like it: 'Love your neighbor as yourself.' All the Law and the Prophets hang on these two commandments. ``

I sense we need to make Jesus Christ our role model for our lives as Christian. Matthew 22:36-46. Then we need to live these two commandments within the church and as a member of the worldly communities we are apart. As it is written in Matthew 5, You (we) are the light of the world.... Its light shines on everyone in the house. In the same way, let your light shine in front of people. Then they will see the good that you do and praise your Father in heaven. It is my hope that I can guide the church to find ways to heal that it involves the positive qualities Christ demonstrated while amongst

us as a human being. A key to healing is relationships and community. I have tried to not take sides and encourage people to engage each other in a Christian manner. My focus is to see Christ in all we do. As Christians and United Methodists, I placed the Holy Scriptures first and then the Book of Discipline regarding how best to deal with issues within the community and as a guide to how to reach out to the world as Christian disciples. When we can break down the disagreements within the church, I believe it will afford the church family an environment in which to begin to dissipate the negative of the currently polarized community. When we can defuse the conflict, we can discern how best to work through future conflict as Christians when they happen in the future. Being Christians does not mean we do not always agree, but we strive to work through disagreement, a process guided by Christian Love and Grace. We need to deal with trauma fully before we can heal fully. According to Bill Kemp, "Transitional periods have always been a part of God's method for leading people." The key focus of our efforts needs to be how we can best see Christ in all we do as individual Christians and as a Church Family as a whole.

Dealing with trauma will not be easy and cooperation will be needed. Although a cliché to many, there was only one perfect human being: Jesus Christ. As the pastor of the UCCVUMC, I see we need to not avoid trauma, but work through it. I need to work through it with the community offering my own input to the situation so I can do my best to become one with the community; so, we can all own the solution together. The

church community needs to see we are not unique in this process of growth through transition. People like Noah, Moses David, Jonah, Jesus the Disciples and Paul are examples of leaders of the church who had to learn and grow from transitions to effectively lead God's people forward.

Dealing with Trauma and transition is both complex and seldom easy. It should not necessarily be easy for meaningful growth to occur. Even I as the pastor need to remember this crucial point. We need to learn and grow together in Christ. I hope to find ways to help the church to come to terms with the history of the church which has caused the current trauma and conflict. Then I need to find ways to empower the church community to rediscover the new identity as a Christian Community. A new identity where we always ask where Christ is in what we do. Where we need to live where Christ is our grounding cornerstone of who we are as Christian people. Change needs to be embraced with dignity and respect. Change needs to be done with the focus on the two key commandments noted earlier; to love God first and to love our neighbor as we would want to be loved. This is especially true in the change of leadership. UCCVUM has had a change of pastors which is significant in of itself. There is a call to make a change in the leadership and the leadership structures within the church. All needs to be dealt with based upon mutual respect and consideration where we continually ask where we see Christ in all that we do. We claim to be United Methodists and need to embrace all that this involves. We must grow as a United

Methodist Church and with the United Methodist Denomination showing mutual respect and community for both. Once again, always asking where we see Christ in all that we do.

Finally, we need to not only hold true to our course to follow Jesus Christ as our Lord and savior, but to recalibrate our directions and ideals relating to ministry in Christ. There is a process of navigation known as dead reckoning where one fixates on one point and heads towards that point. We still make use of a map to guide us towards that point, but we should never lose our focus on the point we are striving to reach. In the case of the UCCVUMC our focal point is a life centered on Jesus Christ. Our goal is to find the best path to Jesus Christ through the Scriptures (our map) and the Holy Spirit (our guide).

Asking where we see Christ in all we do represents our maintaining a focus on Jesus Christ as the head of the lives of each individual and the life of the church family. It is my mission to become not an outsider but one with the community. Working through problems will not be easy and should be a clearly focused sense of healthy healing and spiritual growth. I am striving to collaborate with each member of the community as well as the whole community so we can grow in our faith through the healing process. We need to find ways to establish a working and sacred covenant within the community so we all can grow in Christ such that we have accountability within the church and with our Faith as we strive to reach out into the large

communities. Communities in which the church is a part. I desire to encourage each other to embrace the commitment to encourage and empower all to become fully in tune with their Christian faith. We need to establish a clear commitment with each other to know how best to encourage each other towards a positive spiritual health in Christ.

With Christ as the head of the Church Family we can then strive to find ways to bring Christ into the world through relationships and missions. As the pastor of the church, I hope to not push or pull the church through this process, but to walk side by side so we can grow together as a unified UCCVUMC. We have many ways to do this, but this is a part of the journey of discovery we need to do together. Always asking "Where is Christ in all we do?" and how best can we be Christian Disciples (role models) in the world.

Imagine No Racism Charge Conference

Report *Entered online 10/19/2022*

Sign in to Google to save your progress. [Learn more](#)

* Required

Church Name *

United Church of Cape Vincent

Pastor Name *

David West

Church Lay Leader's Name *

Christina Wahl Loew

District *

- Adirondack
- Albany
- Binghamton
- Cornerstone
- Crossroads
- Finger Lakes
- Genesee Valley
- Mohawk
- Mountain View
- Niagara Frontier
- Northern Flow
- Oneonta

In the past year, has your church engaged in specific ministry/work to combat racism? *

- Yes
- No

If "Yes"; what, specifically, has your church done to combat racism? If "No"; what has prevented your church from engaging in this work?

Two on-site congregational meetings with Conference Staff present to begin these discussions, 6/26 and 8/11

What resources will be most helpful to your church in continuing or beginning anti-racism work?

- Offering the Imagine No Racism 2.0 curriculum
- Sermons
- Adult Sunday School Classes
- Administrative / Church Council Meetings
- Book Discussions
- Movie or Video Discussions
- Participation in an Anti-Racism March
- Hosting Anti-Racism Speakers / Groups / Topics
- Bible Study
- Lay Servant Class
- Youth Study
- Other:

Has your church or congregation member(s) used the Conference's Imagine No Racism 2.0 curriculum in the past year? *

- Yes
- No
- Not sure if some congregation members have participated

Submit

Clear form

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Google Forms



for charge conference packet

This form is to be sent to the DISTRICT OFFICE: TWO WEEKS PRIOR TO CHARGE CONFERENCE
When completing this form in EXCEL, always work from a COPY to preserve formulas contained in the spreadsheet.

2022 UNY CLERGY COMPENSATION REPORT FORM

Pastor Name: Pastor David West

Church: United Church of Cape Vincent

GCFA Number: 156407

Effective Date: 7/1/2022

Acknowledgement: This form has been reviewed and approved by the Church Conference.

Signature of Pastor:

[Handwritten Signature]

Signature of S/PPRC Chair:

[Handwritten Signature]

Signature of District Supt:

[Handwritten Signature]

CHURCH is to provide an approved copy to the Church Treasurer

DISTRICT is to provide ONE COPY to the Conference Benefits Office

OPTIONAL WORKSHEETS ARE AVAILABLE ON THE NEXT 2 TABS . PLEASE USE THE FORM BELOW TO REPORT COMPENSATION.

LINE #		Church A	Church B	Church C	Church D	TOTAL= 100%
1	When reporting more than one church on this form, enter name of each church and % of TOTAL COMPENSATION paid by that church (see #NOTE below for explanation)					
2	Is this a change in Percentage? <input type="checkbox"/> YES <input type="checkbox"/> NO	0.0%	0.0%	0.0%	0.0%	0.0%
3	Gross Salary: (see optional worksheet for items included)	\$ 37,317.00	\$ -	\$ -	\$ -	\$ 37,317.00
4	Parsonage: IN THE BOX BELOW: Is Pastor living in church-provided parsonage? Type Yes or No (If YES Line 3 will be multiplied by .25) This will apply to ALL churches in the Charge that owns the parsonage.	\$ 9,329.25	\$ -	\$ -	\$ -	\$ 9,329.25
	yes					
5	If #4 is No, enter housing allowance (in lieu of parsonage)	\$ -	\$ -	\$ -	\$ -	\$ -
6	Pension Base Compensation: (add lines 3-5) This is the basis for CRSP, CPP, and UMPIP contributions.	\$ 46,646.25	\$ -	\$ -	\$ -	\$ 46,646.25
7	BENEFITS Pension: Enter CRSP or UMPIP in box to the right based on the following criteria: CRSP for clergy whose total appointment is 75% to 100%. UMPIP for clergy whose total appointment is 50% to 74%.	CRSP				
7a	CRSP is calculated at 13.8% of Line 6. UMPIP is calculated at 9% of Line 6.	\$ 6,437.18	\$ -	\$ -	\$ -	\$ 6,437.18
8	CPP: for all full time clergy or three-quarter time Members in Full Connection, Provisional or Associate Members (line 6 x .03)	\$ 1,399.39	\$ -	\$ -	\$ -	\$ 1,399.39
9	Health Insurance: (\$14,000 for full time clergy; Or an allowance for part time clergy)	\$ 14,000.00	\$ -	\$ -	\$ -	\$ 14,000.00
10	Accountable Reimbursement Plan: MAKE ENTRY IN 10a. & 10b. BELOW:					
10a	Professional Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
10b	Continuing Education	\$ -	\$ -	\$ -	\$ -	\$ -
10c	Total ARP: (Full time Total = minimum of \$3,500 for single church; \$4,500 for multi church appointment)	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,500.00
11	TOTAL PASTORAL COMPENSATION PACKAGE (add lines 3, 5, 7a, 8, 9, 10c)	\$ 62,653.57	\$ -	\$ -	\$ -	\$ 62,653.57

NOTE: When multiple churches share the cost of a part time pastor, the percentage of compensation does not necessarily equal the percentage of appointment. For example: A pastor appointed 50% in total split between two churches, Church A is 25% and Church B is 25%. Those are the appointment percentages. Each church pays half the pastor's salary or 50% of compensation. Thus the percentage of compensation is 50 + 50 to total 100%.

original signatures
Clergy Housing Exclusion Resolution

WHEREAS Section 107 of the Internal Revenue Code of 1986 has provided that a minister of the Gospel may exclude from gross income the fair rental value of a home provided and any allowance to provide a home; and

WHEREAS the Rev. David E. West is a duly ordained, commissioned or licensed minister of the church, who is performing substantially all of the religious duties of the church; and

WHEREAS, the United Church of Cape Vincent Church has established a gross salary for the Rev. David E. West in the amount of \$ 37,317.00 for the period 7/1/2022 to 6/30/2023;

THEREFORE BE IT RESOLVED that:

\$ 0.00 of the above noted gross salary

and an additional \$ _____ in lieu of parsonage

in addition to use of a parsonage, located at 176 S. Esselstyne St.,

Cape Vincent, NY 13618, plus all utilities

be provided to the Rev. David E. West to the extent it is used to provide a home, and be considered to be a Clergy Housing Exclusion; and that said amount is excluded from reportable compensation under Section 107 of the IRC of 1986.

[Signature] DAVID E. WEST 7/14/2022
Clergy Person Signature

Linda Sue Rowe, S/PPRC Chair
Church Representative Signature

Date: 7/14/2022

for 2022
Charge Conference Packet

Original signatures

ACCOUNTABLE REIMBURSEMENT PLAN RESOLUTION
For NEW or CHANGED Appointment

The following resolution is hereby adopted by the church council of
United Church of Cape Vincent Church.

It will be effective for the ^{calendar} year 7/1/2022 and all future years unless specifically
revoked or superseded.

The church pastor (or other employee(s)) will be reimbursed for ordinary and necessary business
expenses incurred in the performance of his or her responsibilities when he/she substantiates the
amount, business purpose, date, and place of the expense. Confidentiality shall be maintained in
the substantiation of pastoral visits and/or counseling.

This substantiation must be provided to the chair of the pastor parish relations committee (or
church treasurer) within ninety (90) days of incurring the expense. The individual must return to
the church any amounts received in excess of the substantiated expenses within one hundred
twenty (120) days of receipt.

The church will not report any properly substantiated reimbursement payments as income on any
Form W-2.

Amy B Pond
Chair, Church Council 7-14-2022

Linda S. Rowe
SPR/PPR Chairperson

Date 7/6/2022

for 2022 Charge Conference
Packet

[Signature] 7/6/2022
Pastor

156407

FORM 7

Local Church Leadership Interface UNYAC

Church:	UNITED Church of Christ				
Pastor:	DUSTY WESS				
Associate Pastor:	NENE				
Office Secretary:	NENE				
Position	Name	Mailing Address	City, State, ZIP	Phone	E-Mail
Ad Council Chair	Perry Golden	PO Box 159	CV NY 13614	315-654-4887	pgolden@wcnnyr.com
Trustee Chair	Brian Coombs	1852 Mendart Rd	Cape Vincent	415-318-4403	brian.p.combs@gmail.com
Finance Chair	Sharon Briggs	PO Box 678, CV, NY	Cape Vincent NY	315-654-3314	guitchhdks55@gmail.com
Treasurer	Debra Suller	P.O. Box 552, CV, NY	" "	315-767-0585	DSuller@TDS.net
P/SPRC Chair	Linda Roue	P.O. Box 12, CV NY	Cape Vincent NY 13618	315-654-4887	trouer@tcmnyr.com
Parsonage Chair	X				
Christian Ed					
Lay Leader	Christina Loren	36159 State Rt-12 E	Claughton NY 13624	607-342-6582	CWL5@cornell.edu
Lay Member to AC	Pat Deegan	PO Box 105 CV NY	Cape Vincent NY 13615	315-654-3616	pautreg@panyni.com
Alt. Lay Member					
Safe Sanctuaries Rep					
Mission Chair	Atherine Golden	PO Box 159, CV, NY	Cape Vincent NY	315-654-4887	abgolden@wcnnyr.com
Camp Agent	X				
CONAN Rep.	X				
Social Justice Rep.	X				
UMM President	X				
UMW President	X				
Youth Group Leader	X				

-Email or Snailmail Completed form to District Office 2 weeks prior to 11/29/2022 Church Charge Conference.

4/8/11/2023
12/31/2022

FORM 8

SAFE SANCTUARIES© COMPLIANCE REPORT-- Upper New York Conference

Due two weeks prior to Charge/Church Conference and will be reviewed by DS and Safe Sanctuaries Team.

Congregation United Church of Cape Vincent District Northern Flow

Appointed Pastor or Pastoral Leader David West

Pastor or Pastoral Leader has completed at least one Conference 3-hr Basic Safe Sanctuaries Training? Yes No
If No, please explain why? _____ Date training was/will be completed: _____

Check the groups with whom your congregation has ministries:

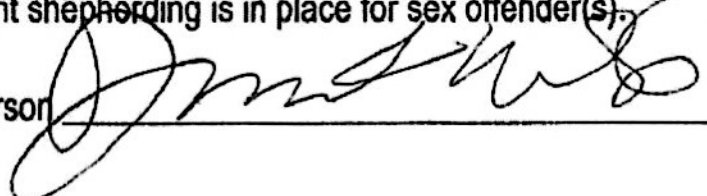
Children Youth Elderly/Shut-ins Special Needs Adults Other vulnerable adults*

*(A vulnerable adult is someone 18 or older, who is less able to care or protect themselves as well as adults who work with children and youth, where accusations of abuse could mistakenly arise, or those who have been abused as a child or adult)

Items are based on Upper New York's current Safe Sanctuaries Minimum Standards which can be found at https://www.unyumc.org/images/uploads/UNY_SafeSanctuaries_Minimum_Standards_updated_2016.pdf

Directions: Check either YES or NO. If NO, please explain why and what date the church/ministry will be in compliance. To be in compliance, all answers should be YES for items 1-8, 9B.

1. The church's SS policy and procedures has been reviewed within the annual orientation of clergy and those who work directly with children, youth and vulnerable adults this year? Yes No If Yes, When? _____
2. The church's Safe Sanctuaries policy & procedures reflect UNY's Minimum Standards. Yes No
Please email church Safe Sanctuaries Policy to safesanctuaries@unyumc.org or attach a copy to this form.
3. A current Safe Sanctuaries policy is on file in the District Office. Yes No
4. All clergy & laity have knowledge of and access to the policy. Yes No
5. Background checks are completed every 2 years for clergy, paid workers, and volunteers who have regular and direct contact with children, youth and vulnerable adults (i.e. youth group, Sunday school, VBS, Visitation teams, etc.) Yes No
6. All adults who have regular and direct contact with children, youth, and vulnerable adults have completed at least one Conference 3-hr basic Safe Sanctuaries training that includes all topics listed in The Minimum Standards. (i.e. youth group, Sunday school, VBS, Visitation teams, etc.) Yes No
7. Attendance records are kept for all ministry events/activities involving children and youth. Yes No
8. The church maintains files of workers that include documents completed in the recruiting and screening process and of their training and service. Yes No
9. A. Our congregation includes sex offender(s). Yes No
B. If YES, a covenant for constant shepherding is in place for sex offender(s). Yes No

Signature of Pastor or SS Team chairperson  Date 7/15/22

**Form 12 CERTIFIED LAY SERVANT
ANNUAL REPORT TO THE CHARGE CONFERENCE**
Initial Application or Request for Renewal



Report for year ending 8-31-2022

SECTION I: DATA ON THE LAY SERVANT

Name (Mrs. Ms. Mr.) Linda Sue Rowe
Address P.O. Box 612 City/State/Zip Cape Vincent, NY 13618
Telephone 315-222-4287 E-mail Lrowe7@twcny.rr.com
Name of District Northern Flow
Name of Church United Church of Cape Vincent
Church Address P.O. Box 543 City/State/Zip Cape Vincent, NY 13618
Church Telephone 315-654-2881

SECTION II: STATUS OF THE LAY SERVANT

For initial application as a Certified Lay Servant

1. What year did you complete your Basic Course? _____
2. What year did you complete your Advanced Course? _____
3. What was the title of your Advanced Course? _____

For renewal as a Certified Lay Servant

1. What year did you complete your last Advanced Course? 2021
2. What was the title of your last Advanced Course? Lay Servants Lead in Conflict Resolution
Facilitator: Rev. Leon Van Wie

SECTION III: REQUEST OF THE LAY SERVANT

I request recommendation of my pastor and my church council/charge conference to begin/renew as a Certified Lay Servant for the ensuing year.

Date 8/31/2022 Lay Servant Linda Sue Rowe

SECTION IV: RECOMMENDATION OF THE PASTOR

I recommend concurrence with the request of this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date 8/31 Pastor [Signature]

SECTION V: RECOMMENDATION OF THE CHURCH COUNCIL/CHARGE CONFERENCE

The church council/charge conference of United Church of Cape Vincent (church/charge) recommends the above person begin/renew as a Certified Lay Servant for the ensuing year.

Date 8-31-2022 Church Council Chair or District Superintendent [Signature]

1 of 4

(To be completed by those requesting renewal as a Certified Lay Servant)

SECTION VI: MINISTRIES BY THE LAY SERVANT

During the past year, I have participated in caring ministries as follows:

- served as a volunteer in a care-giving institution
- at a hospital, nursing home, or to a shut-in
- served in caring/outreach projects (food pantry, prison ministry, etc)
- other caring activities (Please list) Giving away books to children + to families of special needs adults to encourage them. Extended The Communion Table 9 times. Also, see attached list

During the past year, I have participated in leading ministries as follows:

- served as member of committee, board, commission, council, task force, etc.
- as a volunteer at a community agency
- at my local church
- beyond my local church
- on my District Conference Jurisdiction General Church level
- other leading activities (Please list) _____

During the past year, I have participated in communicating ministries as follows:

- brought message in 3 worship services
- served as worship leader in 3 services
- delivered 10 devotional messages
- taught _____ classes
- shared my faith story 2 times
- other speaking activities (Please list) _____

During the past year I have participated in additional opportunities for ministry as follows (Additional writing space below):

preparing and editing services for a Christian Ministries monthly newsletter
See attached list.

SECTION VII: PERSONAL AND SPIRITUAL GROWTH BY THE LAY SERVANT

In what activities have you engaged and/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking? 4/29/2021 - Zoom - Accountable Discipleship Seminar - Rev Bob Kaylor presenter, Conversation events (2) by each conservative and progressive points of view on the way forward

SECTION VIII: FEEDBACK BY THE LAY SERVANT

1. Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? Yes No (If yes, please list those areas below.)

Be pulpit supply for surrounding churches as needed - was doing this during vacations temporary
at Stone Mills UMC, which is now closed.

2. What additional training or support do you need or would suggest to further your ministry: illness, clergy travel.

3. Give any recommendations you have for improving Lay Servant Ministries in your District or Conference:

Perhaps an annual meeting (Zoom is good) of all CLS with DS or designee, maybe District Lay Servant? to keep us all on the same page as UMC.
(Note: District Directors are encouraged to respond to any comments within this section.)

NOTICE: After this form is completed and signed by those listed above, the Recording Secretary of the Church Council or Charge Conference is requested to reproduce THREE copies: (1) Lay Servant, (2) District Director of Lay Servant Ministries, (3) District

2 of 4

ATTN: ALL copies distributed 9/6/2022 J Rowe

2022-23 Local Church Annual Charge Conference Form information for Form 12:

9/1/2021-8/31/2022:

- **Section VI-Additional Opportunities for Ministry** - 9/5/2021-planned and led "Sweet Hour of Prayer" in Church Sanctuary, with the intention of making it a monthly time of corporate prayer, if well received. There was only one congregant who attended. A time of serious prayer ensued, quoting the Scripture that when two or three are gathered together in the name of Jesus, there is Jesus also.
- **Section VI-communicating**-9/19/2021-Presided/led worship at two churches, including writing the message: What You Do with What You Know.
- **Section VI-leading**-9/28/2021-"broke the ice" by being present during the annual parsonage inspection, historically reserved for Trustees only (not a PPRC member, and not a woman).
- **Section VI-additional opportunities for ministry**- 9/29/2021-7 p.m. by Zoom: attended Accountable Discipleship seminar led by Reverend Bob Kaylor
- **Section VI - additional opportunities for ministry**-10/2/2021-helped plan and assisted pastor in the Blessing of the Animals service to the community.
- **Section VI -additional opportunities for ministry**-10/17/2021-helped plan and prepare certificates of recognition on Laity Sunday for the three churches of the parish.
- **Section VII-personal and spiritual growth by the Lay Servant**-10/17/2021-participated in a congregational meeting after church service, presider Reverend John Loeser, in the first of two congregational meetings scheduled by pastor Christiane to begin a conversation about options associated with the Protocol and decisions that may be entertained at next General Conference.
- **Section VI-caring ministries**-11/14/2021-ministered with extending the Communion Table to family of a parishioner who died at 1:57 p.m. while Pastor conducted a 2 p.m. Healing Service at church and until she could get there to minister to them.
- **Section VI-additional opportunities for ministry**-11/20/2021-as CLS, assisted Pastor at the parishioner's Sanctuary funeral service.
- **Section VII-personal and spiritual growth by the Lay Servant**-12/12/2021-I attended the several hour congregational meeting that day to hear another point of view on the same subject as the 10/17 meeting.
- **Section VI-leading**-5/3/2022-(Empowering by Example: A first-S/PPRC meeting scheduled at the parsonage for this committee to begin a joint partnership with Trustees of inspecting the parsonage, meeting with the pastor and her family and having an objective approach to current and future needs, with participation by both men and women. It was well-received.)
- **Section VI-leading**-5/14/2022-Empowering by Example: (S/PPRC attended a Trustee meeting to discuss and present a list of items needing near-term attention, in the light of being notified of an approaching pastoral change effective 7/1/2022. Trustees received it well.
- **Section VI-communicating**-7/3/2022-presided/led worship at UCCV on first Sunday of new Pastor's appointment, including writing the message: Is a Vow a Promise? Also, this was the first Sunday after the separation of the parish, with UCCV having a full-time pastor, and the other two sharing a part-time appointment.

Section VI-additional opportunities for ministry - I:

-hosted weekly (23) Wednesday morning prayer line sessions, 30 minutes each, on a free access 800 number from January 2022 through June 30, 2022. For the period 9/1/2021 through 12/31/2021, I participated each Wednesday (13 times) and led as needed for pastor when requested to.

3 of 4

-Section VI-**leading**-was on the Outreach Committee, the Worship Support Team, P/SPRC member and Chair. I was on the team that prepared a draft of a 5-year Visioning plan, plus a short list of 7 Critical Needs to be addressed first. Addressing of six of the seven was begun.

-Section VI-**communicating**-wrote and presented 10 devotional reflections for S/PPRC meetings.
-shared my faith story two times outside of the church building.
-facilitated communion through the extended table with four different persons, and often with their caregivers and extended families present 9 times.
-assisted pastor, as CLS, with the Foot Washing service as part of UCCV Lenten activities.
-participating in Sunday morning facilitated lectionary readings reflections as part of a discussion group, facilitated by a fellow CLS.

-Section VI-**leading**?-In the community: Poets and Writers' Ink, member which is a subsidiary of the Cape Vincent Arts Council, a Breakwater Art Gallery member, Chopin Piano Competition minor volunteer, proofreading/editing services for a Christian Ministries monthly newsletter.

-Section VI-**leading**-Currently working on several options to increase a desire for sharing in regular corporate prayers for our church, community, world to take place outside of the Sunday morning service with other Christian believers.

Respectfully submitted as Additional Writing Space, page 3 of Form 12, Certified Lay Servant Annual Report to the Charge Conference by

Linda Sue Rowe
United Church of Cape Vincent

4 of 4

Annual Report – Certified Lay Servant

Initial Application or Request for Renewal

Report for year ending 11/2022



Part 1) Data on the Lay Servant

→ Name: Gwen Stone
 Address: 253 Elm St
 City/State/Zip: Cape Vincent NY 13618
 Telephone: (H) (315) 761-9871 (Cell) _____
 Email: gwenecary@gmail.com
 Name of District: Northern Flow
 Name of Church: Cape Vincent United Church
 Church address: 260 Broadway St. / PO Box 593
 City/State/Zip: Cape Vincent, NY 13618
 Church Telephone: (315) 654 2881

Part 2) Status of the Lay Servant

For initial application as a Certified Lay Servant

1. What year did you complete your Basic Course? Oct 2021
2. What year did you complete your Advance Course? 2022
3. Title of your Advance Course? Your Ministry of Planning and Leading Worship Nov 2021
Called to Preach May 2022

For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? _____
2. What was the title of your last Advance Course? _____

Part 3) REQUEST OF THE LAY SERVANT

I request recommendation of my pastor and my church council/charge conference to begin/renew as a Certified Lay Servant for the ensuing year.

Date: 9/15/22 Lay Servant: Gwen Stone

Part 4) RECOMMENDATION OF THE PASTOR

I recommend concurrence with the request of this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: 09/28/22 Pastor: [Signature]

Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE

The charge conference of _____ (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: _____
District Superintendent or Presiding Elder

(To be completed by those requesting renewal as a Certified Lay Servant)

Part 6) MINISTRIES BY THE LAY SERVANT

During the past year I have participated in *caring ministries* as follows:

- served as a volunteer in a care-giving institution
- provided one-on-one caring
- at a hospital, nursing home, or to a shut-in
- in membership/evangelism visitation
- served in caring/outreach projects (food pantry, prison ministry, etc.)
- other caring activities (please list) _____

During the past year I have participated in *leading ministries* as follows:

- served as member of committee, board, commission, council, task force, etc.
- as a volunteer at a community agency
- at my local church
- beyond my local church
- on my ___ District ___ Conference ___ Jurisdiction ___ General Church level
- other leading activities (please list) _____

During the past year I have participated in *communicating ministries* as follows:

- served as worship leader in 3 services
- delivered _____ devotional messages
- taught 19 classes
- shared my faith story
- brought message in _____ worship services
- other speaking activities (please list) _____

During the past year I have participated in additional opportunities for ministry as follows:

**Continued on attached*

Part 7) PERSONAL AND SPIRITUAL GROWTH BY THE LAY SERVANT

In what activities have you engaged and/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking?

*I am currently in my 3rd semester MDiv at NES. I took UMPolity and UMDocri through Wesleyan in DC. over sum
* - see attached - **

Part 8) FEEDBACK BY THE LAY SERVANT

Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? yes no If yes, please list those areas below:

Parish ministry (in the capacity needed)

What additional training or support do you need or would suggest to further your ministry?

Though it frightens me, I need practice preaching. I am currently taking preaching at seminary, under Professor Barry Smith.

Give any recommendations you have for improving Lay Servant Ministries in your District or Conference.

* Part 7 continued but not exhaustive account

Read: "Love your God with all your mind"

J. P. Moreland

"Guidelines: Pastor-Parish Relations"

Betsy Heamer, Discipleship Ministries

"Guidelines: Lay Leader / Lay Member"

Sandy Jackson, Revised J. Cataldo Discipleship Minist.

"Guidelines: Finance"

Janet Jamieson, Philip Jamieson, Ken Stearns Discipleship Minist.

"Five Means of Grace: Experience God's Love the Wesleyan Way"

Elaine A. Heath

"A Plain Account of Christian Perfection"

John Wesley

"The Reformation"

Diarmaid MacCulloch

Studies: Completed Education for Ministry (EFM)

Sewanee - the school of theology University of the South

Practice: sessions with spiritual Director

Spiritual Renewal Center, Syracuse

Begin use of prayer board. continued other practices

The University of the South
School of Theology

To all who have been baptized
into the ministry of Christ's Church:
We take pleasure in commending to you

Gwen Stone

who has completed the program of
Theological Education by Extension
Education for Ministry
as provided and administered by the
School of Theology, the University of the South

May 29, 2022



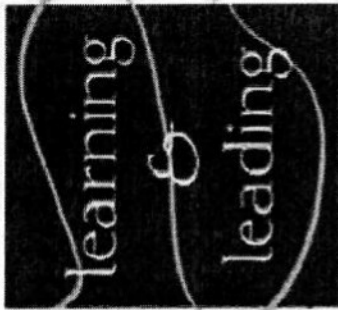
James F. Turrell
James F. Turrell
Vice President and Dean

Nancy Berner
Nancy Berner
Acting Vice-Chancellor



BEADSOPIE.COM

RICHARD AND JULIA WILKE
INSTITUTE FOR DISCIPLESHIP



LAY SERVANT MINISTRIES

Certificate of Completion
presented to

Gwen Stone

For the successful completion of
The Institute for Discipleship course

Your Ministry of Planning and Leading Worship

November 19, 2021 15 Contact Hours 1.5 CEU

DANIEL BENEDICT JR, Instructor

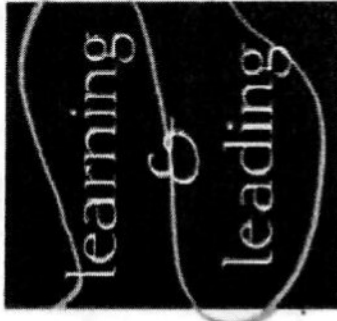
STEPHEN K. WILKE, Institute Executive Director

The Institute is dedicated to providing educational opportunities that nurture and enrich Christian leaders—lay and clergy—for effective living and ministry.



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RICHARD AND JULIA WILKE
INSTITUTE FOR DISCIPLESHIP



LAYSERVANT MINISTRIES

Certificate of Completion
presented to

Gwen Stone

For the successful completion of
The Institute for Discipleship course

Called to Preach

May 28, 2022 10 Contact Hours 1 CEU

Elizabeth A. Perry

ELIZABETH A. PERRY, Instructor

Stephen K. Wilke

STEPHEN K. WILKE, Institute Executive Director

The Institute is dedicated to providing educational opportunities that nurture and enrich Christian leaders—lay and clergy—for effective living and ministry.